



RON CHAPMAN, MD, MPH
Director & State Health Officer

State of California—Health and Human Services Agency
California Department of Public Health



EDMUND G. BROWN JR.
Governor

October 24, 2013

AFL 13-24

TO: Nursing Home Administrators

SUBJECT: Nursing Home Administrator Program Fees

AUTHORITY: Health and Safety Code (HSC) Section 1416.36

This All Facility Letter informs you of the Fiscal Year (FY) 2013-14 Nursing Home Administrator Program (NHAP) fee list, as approved by the Governor and effective July 1, 2013 (see Attachment). Licensed nursing home administrators are subject to all fees according to HSC Section 1416.36.

The FY 2013-14 NHAP fee list may be found by accessing the California Department of Public Health, Licensing and Certification website at:

<http://www.cdph.ca.gov/certlic/occupations/Pages/NursingHomeAdministrator.aspx>.

Renewal Notices

A renewal notice is mailed to the licensee approximately 60 days prior to the license expiration date. If you have not received a renewal notice within 15 days prior to your license expiration date, contact NHAP by email at nhap@cdph.ca.gov or by telephone at (916) 552-8780. Non receipt of the renewal notice does not relieve the licensee of the obligation to make a timely renewal.

Delinquency Fee

HSC Section 1416.42 requires NHAP to impose a delinquency fee to any renewal received one day after the license expiration date. The post office or delivery service postmark dates are used to establish date of receipt. It is strongly suggested that licensees use a mailing method that includes the ability to track the status of mailed payments. Please allow 2-3 weeks for processing of your license as all paperwork is processed in date order received.

Preceptors

Pursuant to HSC Section 1416.57, a preceptor approved by NHAP must renew his or her preceptor status every two years. All applicants are subject to the new preceptor fees.

All other fee adjustments prescribed by HSC Section 1416.36 can be found on the following attachment.

For additional information on the NHAP FY 2013-14 fees, please contact NHAP by email at nhap@cdph.ca.gov or by telephone at (916) 552-8780.

Sincerely,

Original signed by Debby Rogers

Debby Rogers, RN, MS, FAEN
Deputy Director
Center for Health Care Quality

Attachment

Attachment
Licensing and Certification
Nursing Home Administrator Program Fees FY 2013/14
Effective July 1, 2013

<i>Categories</i>	<i>Amount</i>
(1) Examination Application Fee	\$26
(2) Reciprocity Licensure Application Fee	\$53
(3) AIT Program Application Fee	\$105
(4) Written State Examination Fee	\$147
(5) Initial License Fee	\$200
(6a) Active License Renewal Fee	\$200
(6b) Inactive Renewal License Fee	\$200
(7) Delinquency Fee	\$53
(8) Duplicate License Fee	\$26
(9) Provisional License Fee	\$263
(10) Endorsement of Credential Verification Fee	\$26
(11) Preceptor Certification Fee	\$53
(12) Continuing Education Provider Fee	\$158
(13) Continuing Education Course Fee	\$16